CECRET

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15 April 1981

PW-CIPLOGIAS

MEMORANDUM FOR: Director of Data Processing

THROUGH

: Executive Officer, ODP

25X1

25X1

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25X1

FROM

Chief, Management Staff, ODP

SUBJECT

Management Staff Weekly Report for

Week Ending 14 April 1981

#### External Procurement

### Excess Equipment

This past week several items of UNIVAC equipment from NPIC were declared excess to agency needs. The acquisition cost is estimated at \$49,725. Because the equipment contained storage media, ISSG was informed. They are to insure that appropriate security sanitization takes place prior to release of the equipment by OL to GSA.

## Project Activity Report (PAR)

Work is commencing on designing the facilities to perform selective extractions on ODP's current manpower for the current months of PAR data.

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## 1983 Program

	Responses have been provided to a number of questions by the Comptroller's office on the funding details of the enhanced levels of the 1983 Program. Also, an ODP cost was provided to establish a remote computer facility in a hypothetical building comparable to the (ODP only)	25X1
	Terminal Allocations	
	Chief, P & BG met with to review the process of establishing terminal requirements, determining decision package levels, responding to higher level questions, and user allocation. Processing has decided to shift responsibility for terminal management and may want CSS to take over the Management Staff's responsibility of developing the Annual Terminal Call and other actions during the Program Year (ODP only)	25X1 25X1
	FY 1981 Travel Allotment	
25X1	ODP will not have to take the 10% cut in travel funds that was anticipated a few weeks ago. Our FY 1981 travel allotment will stay as shown in the FY 1981 operating budget. Travel funds have now been allocated as follows:  Management & Administration Applications Processing Special Projects Staff	25X1
25X1		
	Outstanding Advances	
	As of 15 April 1981, 38 advances remain outstanding, of which, none are delinquent.	25X1 25X1
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